



**HEADQUARTERS NEW JERSEY ARMY AND AIR NATIONAL GUARD
NEW JERSEY DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
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ARMY BULLETIN NO. 21

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OPPORTUNITY TRAINING FOR STATE ACTIVE DUTY DEPLOYMENTS (G3)

1. This Bulletin provides guidance for Task Force and Unit Commander's on conducting Opportunity Training for soldiers that have been activated for State Active Duty.
2. Junior Leaders should conduct Opportunity Training utilizing Common Tasks listed in the Common Task Testing (CTT) Notice for FY-03. Utilizing these tasks trains soldiers on common skills that will prepare and benefit them for deployment. Additionally, it will prepare them for unit CTT testing, which is a bi-annual requirement for ARNG soldiers.
3. Attached is the FY-03 CTT Notice, which list all required common tasks for skill levels 1-4. This information can be accessed electronically at the General Dennis J Reimer Training and Doctrine Digital Library. <http://www.adtdl.army.mil/cgi-bin/atdl.dll?type=ctt>
4. Training Outlines and materials are available for download from the CTT web site.
5. POC for this Headquarters is LTC Steve Ferrari at 609-562-0759.

OFFICIAL:

GLENN K. RIETH
Brigadier General, NJARNG
The Adjutant General

A handwritten signature in black ink, appearing to read "FRANK R. CARLINI", is positioned below the "OFFICIAL:" label.

FRANK. R. CARLINI
COL, GS, NJARNG
Chief of Staff

DISTRIBUTION: A, A2, B, C

Encl:
Common Task Testing (CTT) Notice for FY-03



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NOTICE

for

Common Task Test - FY 03

Test Period

Active and Reserve Components

October 2002 through September 2003

TASKS FOR THE FY 03 COMMON TASK TEST (CTT)

Skill Level 1 (All Soldiers)

<u>Task#</u>	<u>Task Title</u>
<u>031-503-1013</u>	Decontaminate Yourself and Individual Equipment Using Chemical Decontaminating Kits
<u>031-503-1015</u>	Protect Yourself From NBC Injury/Contamination With the Appropriate Mission-Oriented Protective Posture (MOPP) Gear
<u>031-503-1019</u>	React to Chemical or Biological Hazard/Attack
<u>031-503-1035</u>	Protect Yourself From Chemical/Biological Contamination Using Your Assigned Protective Mask
<u>031-503-1036</u>	Maintain Your Assigned Protective Mask
<u>071-311-2025</u>	Maintain an M16-Series Rifle*
<u>071-325-4425</u>	Employ an M18A1 Claymore Mine
<u>071-329-1006</u>	Navigate From One Point on the Ground to Another Point While Dismounted**
<u>081-831-1000</u>	Evaluate a Casualty
<u>081-831-1005</u>	Perform First Aid to Prevent or Control Shock
<u>081-831-1042</u>	Perform Mouth-to-Mouth Resuscitation
<u>113-637-2001</u>	Communicate Via a Tactical Radio in a Secure Net

Skill Level 2 (SGT thru SFC)

071-326-5503 Issue a Warning Order
 081-831-0101 Request Medical Evacuation

Skill Level 3 (SSG Thru SFC)

071-332-5000 Prepare an Operation Overlay
 071-326-5805 Conduct a Route Reconnaissance Mission

Skill Level 4 (SFC Take)

071-430-0006 Conduct a Defense by a Platoon
 850-001-4001 Integrate Risk Management Into Platoon

SPECIAL NOTES TO THE SOLDIER/UNIT CTT TEST SITE MANAGER (TSM) ABOUT SL 1 TASKS

*Soldiers whose MOS and duty position require only the pistol as their personal weapon may substitute the pistol in place of the M16 rifle for evaluation.

**Supporting performance measures for land navigation task can be found in the [Appendix E](#) to the STP 21-1-SMCT.

NOTES FOR THE COMMANDERS AND TSOs:

1. AR 350-41 requires RC soldiers in SLs 1-4 to be administered the CTT every 2 years, or more frequently if desired by the unit commander. The RC soldiers in SLs 1-4 in an Active Guard Reserve status will take the CTT annually.
2. Commanders' force protection responsibilities include both safety and risk management consideration in all operations. Risk management techniques must be used in the planning/execution and follow-up of all military operations and training. Make risk decisions at appropriate levels of command based on the level of risk, hazard involved, exposure, and worst-case scenario (Reference: FM 101-5, Staff Organization and Operations). Commanders are encouraged to integrate, train, and evaluate any or all of the risk management tasks published in [STP 21-24-SMCT](#) in conjunction with the CTT (especially if conducted during field exercises).
3. Units unable to test soldiers on specific CTT tasks due to non-availability of required material will select replacement tasks from appropriate Soldier's Manuals of Common Tasks. The replacement tasks should support the unit's mission essential task list. A commander in the rank of lieutenant colonel or above must approve use of replacement tasks.

The chart below shows the number and skill level (SL) of the tasks, by rank, each soldier will take in the CTT

Rank	Tasks	Tasks Tested
PVT-CPL	12 SL1	12
SGT	12 SL1+ 2 SL2	14
SSG	12 SL1+ 2 SL2+ 2 SL3	16
SFC	12 SL1+ 2 SL2+ 2 SL3 + 2 SL4	18

GENERAL INFORMATION

Supporting References, for the FY03 CTT will be the revised STP 21-1-SMCT for skill level 1, and STP 21-24-SMCT for skill levels 2-4. The task summaries can be accessed in the Reimer Digital Library (RDL) for viewing and downloading at <http://www.adtdl.army.mil/atdls.htm> beginning 1 August, 2002 and will be distributed in print beginning in FY03.

CTT IMI: The interactive multimedia CTT for skill level 1 is under development for CD-ROM and web versions. Soldiers should check back at this site periodically to see when the new 2003 CTT link becomes active. CD-ROMs will be distributed through the DAVIS/DITIS system at <http://dodimagery.afis.osd.mil/>. Interested soldiers should check this site periodically to see when this product becomes available.

Unit CTT TSM should refer to the Manual for the Administration of the FY 03 CTT for more information on CTT evaluation. The manual will be available in the RDL at <http://www.adtdl.army.mil/atdls.htm> on or before 1 September 2002.

Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the responsible proponent agency with an information copy to Commander, U.S. Army Training Support Center, ATTN: ATIC-DLC-D, Fort Eustis, VA 23604-5206. Proponent agency addresses are located in the Manual for the Administration of the FY 03 CTT.

WILLIAM S. PENNYPACKEER
Colonel, Infantry
Commanding

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